

**Virginia Litter Control & Recycling Fund Advisory Board
Quarterly Meeting
August 16, 2007
Approved Minutes**

Board Members Present:

Dennis Gallagher, Chairman
Clara Mills
Michael O'Connor
George Hunnicutt

Board Member Absent:

Aimee Hart

Visitors:

Chuck Duvall, VOICE
Alan Collette, Chesterfield County
Pam Cooper, Chesterfield County
Greg Cross, Wise County
Bobby Justus, UTRR, Inc.
Anthony Gillis, City of Emporia
Royal Jones, City of Emporia
Rosemary Byrne, Clean Fairfax County
Michael Neese, City of Winchester
Jeffrey Powell, City of Richmond
Ann Reign, DEQ, VOEE
Nancy Drumheller, DEQ, VOEE

Chairman Gallagher announced that there was a quorum and called the meeting to order at 10:30 a.m.

Mr. O'Connor moved, and Ms. Mills seconded, for approval of the August 16, 2007 meeting agenda. MOTION CARRIED.

Mr. Hunnicutt moved, and Ms. Mills seconded, for approval of the minutes for the October 19, 2006 Litter Control and Recycling Fund Advisory Board meeting. MOTION CARRIED.

Special Presentation:

Mike Murphy from the Virginia Department of Environmental Quality presented Ms. Rosemary Byrne with a plaque to honor her for her service to the Fund Board.

Fund Status Report

Fiscal Updates:

Mike Murphy, Department of Environmental Quality (DEQ), began the fiscal update by reviewing a spreadsheet that tracks revenues received and litter control and recycling program expenditures for FY 2007 July, 2006 through June 2007. The cash ending balance for FY 2007 is \$2,157,507 which is up from \$1,674,493 last year. The increase in revenue available this fiscal year is due to an increase of soft drink tax collections of approximately 20%, additional interest was accrued, and carry forward grant money that was not awarded or withheld due to late applications.

Mr. Murphy reviewed the FY2008 Litter Prevention and Recycling Program Funding and Expenditure Report and explained that budget amounts reflected in the table were calculated by allocating 90% of the litter and recycling funds to the localities for the non-competitive litter prevention and recycling grants, 5% for program coordination, and 5% for special projects. As of July 1, 2007, there is \$122,763 for program coordination, \$1,928,360 for non-competitive grants, and \$5,000 remaining for the current Assign-a-Highway project. \$101,384 is available for special project funding for FY 2008. Mr. Hunnicutt moved to accept DEQ's financial report and Mr. O'Connor seconded. **Motion Carried.**

Old Business

Mr. Coe and Ms. Byrne worked together last year to create the criteria and an application for the special projects fund. There were two projects that received special projects funding for FY 2007. The Virginia Council on Litter Prevention and Recycling (VCLPR) was awarded \$2,500 to plan, organize and host an annual conference for its membership for training and educational presentations and related conferences cost. The Council spent \$2,488.45 with unspent remaining funding of \$11.55.

The Upper Tennessee River Roundtable and its Assign-a-Highway project received \$20,000 from the Virginia Litter Control and Recycling Fund Advisory Board to continue the promotion and implementation of the Assign-a-Highway program throughout the Commonwealth. There are 24 counties, one city and one town that have adopted the program. Mr. Justus reported that last year, there were 14 localities that used the program, and now there are 26 with Chesterfield County using it as a pilot and the George Washington Regional District in the process of implementing the program. The Assign-a-Highway program has created 20 new positions and has almost 10,000 probationers involved in the program. 6,713 roads are being cleaned and 61,309 bags of trash have been collected. The Assign-a-Highway program has saved VDOT nearly \$500,000, while it was estimated that local governments saved just over \$300,000 (the value of the work done by the probationers at the minimum wage of \$5.15 per hour).

New Business

Non-Competitive Grant Fund Information:

The Department of Environmental Quality has received a total of 190 applications for this fiscal year. There are 51 co-ops representing 176 local governments, and 139 single localities. This means that 315 out of a possible 324 local governments have applied for the non-competitive litter and recycling grant this fiscal year. Nine localities chose not to apply this year for various reasons. DEQ staff sent out emails, mailed packages, and called local governments that applied late last year or have not applied in the past.

The Town of Saltville was late in submitting its application. The Fund Board reviewed the letter from Saltville which asked the Fund Board to consider awarding a grant to the town due to the circumstances outlined. The Fund Board voted not to award the grant. DEQ will send a letter to the Town of Saltville to let them know the Fund Board's decision.

Special Projects Grant Applications:

Three applications have been received to be considered for special projects grant funding. The DEQ/Office of Environmental Education is requesting a reprinting of "Rigsby" for Litter Prevention kits. Interest in the possibility of printing the book to have it available in Spanish too was expressed. Ann Regn and Nancy Drumheller will look at what it would take to publish the book in Spanish. Presently, DEQ/OEE is requesting \$4,932.

The Upper Tennessee River Roundtable, Inc. is once again requesting \$20,000 from the Fund Board to continue the Assign-a-Highway program. The Virginia Department of Transportation has committed an additional \$20,000 for FY 2008.

Greg Cross from Wise County requested that the Fund Board consider funding a refurbishing of the Southwest Virginia Regional Litter Prevention and Recycling Education trailer. This is a mobile trailer that can be taken to different venues to educate people about litter and recycling issues. The trailer is in need of maintenance and a vehicle is needed for pulling the trailer to different sites. Wise County is requesting \$24,345 from the Fund Board.

Chairman Gallagher stated that every locality should be made aware of the opportunity to apply for the special grant funds. He suggested that DEQ use the same procedure used for notifying local governments about the non-competitive grant funds. On Monday, August 20, 2007, DEQ will send out notification to all of the local governments to invite them to apply for the special projects funding. The Fund Board will meet again in approximately 45 days after the notification goes out to review applications that are received. Local governments will not be required to have a representative present at the meeting as the applications should be able to provide all of the needed information for the Fund Board's consideration.

Election of Officers:

Since Ms. Hart was unable to attend this meeting, Chairman Gallagher suggested that the election of officers take place at the next Fund Board meeting. Mr. Hunnicut motioned and Mr. O'Connor seconded. **Motion Carried.**

Public Comment:

Jeffrey Powell (City of Richmond) asked what the Commonwealth of Virginia is doing to combat cigarette litter. He has noticed that as more restaurants have become smoke free, that more butts are accumulating on the city streets. Mr. Coe said that Clean Virginia Waterways and Norfolk, Virginia have sponsored programs to combat cigarette litter. Phillip Morris was also working on presentations on cigarette litter. Mr. Coe will contact Phillip Morris to inquire about their anti-cigarette litter campaign and will report to the Fund Board on his inquiries.

Special Presentation:

Ms. Byrne has retired from service to the Fund Board. Chairman Gallagher stated that Ms. Byrne has been dedicated to her work and has contributed much to the success of the work of the Fund Board. Chairman Gallagher thanked Ms. Byrne for her many years of service to both the Litter Prevention Program and to the Fund Board. As an expression of the Fund Board's gratitude, Chairman Gallagher also presented Ms. Byrne with a commemorative plaque.

Clara Mills expressed her appreciation to the Fund Board for its support to the VCLPR and its program efforts.

Next Board Meeting: October 10, 2007 from 10:30 a.m. – 1:00 p.m. The meeting will be held at DEQ in the 7th Floor Conference room.

Chairman Gallagher adjourned the meeting at 11:50 a.m.

Submitted by:

Sheila Barnett

Date:

August 16, 2007